



*Our Mission Statement:*

Development of a lifelong passion for hockey by providing quality recreational and competitive programs in a nurturing environment with the goal of building character, physical and mental skills while having fun.

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## CMHA General FAQs

### REGISTRATION & FEES

#### When and how can I register?

Registration for the upcoming season opens June 1st and closes July 31, 2023. If you register after July 31st, you will be placed on a Wait List, and you may be charged a late registration fee. You can register [here](#).

#### I have a 4-year-old that can barely skate. Should I enroll him in hockey? Or wait.

Our Registration for Intro to Hockey is only for 5- and 6-year-olds.

#### Can female players sign up for both the Female program AND the Rep/House program?

No. Female players must choose either Female hockey OR one of the other mixed leagues.

#### Do you offer a payment plan?

Yes, during the registration process. Once you get to the payment screen you can select 'Pay in Full' or 'Payment Plan'. The payment plan divides the base fee amount into 4 installments – June 1st, July 1st, August 1st, and September 1st. All base fees must be paid in full by September 1st. There are no exceptions to this date. If your fees are not paid your child will not be able to participate (Registration will be removed)

#### Can I still get the payment installment option if I pay by cash or cheque?

No, the payment installment option is only offered through our online registration portal.

#### If I register my player in REP and he does not make a REP team, will he/she be guaranteed a spot on an RHL team?

Yes, all players that are to transition from REP to RHL will be guaranteed a spot on an RHL team.

#### What happens if I miss a payment?

There is a late payment fee of \$25.00 for each installment if they are not processed. You are responsible for updating your credit card information in RAMP if you change credit cards, replace your credit card etc.

## What forms of payment does CMHA accept?

All registrations can be paid by credit card. You will not be able to register online if you do not have a credit card. If you need assistance to register due to not having a credit card, please contact [registrar@cochraneminorhockey.com](mailto:registrar@cochraneminorhockey.com)

Registration fees that are on the payment plan can ONLY be made by credit card. Installments will not be accepted by e-transfer.

## Where can I get a receipt?

Please log into your personal RAMP account and under the menu section you can view all registration and access your receipts.

## What is the CMHA refund policy?

- On or Before September. 1st 100% less processing fee \$75
- After September 1st 75% less processing fee \$75
  
- Once you have been assigned to a team there will be NO refund.

CMHA ADMINISTRATOR, MUST BE NOTIFIED IN WRITING OF THE REQUEST FOR WITHDRAWAL. A \$75.00 processing fee will be deducted from all refunds. [adminsitrator@cochraneminorhockey.com](mailto:adminsitrator@cochraneminorhockey.com)

- Refund requests due to injuries, illness or a move will be reviewed by our Administrator and a doctor's note will be required within 2 weeks of the date of the injury. After December 31st there will be no refunds.
- All camps and clinics are Non-Refundable unless accompanied by a doctor's note.

## What is my legal land address?

Your legal land address is the coordinate address for rural property owners. For example, SW-21-24-29 W4 your legal land address is NOT your 911 address or your physical address. Legal land addresses do not apply to members that live in town.

## Why do you require such personal information at the time of registration and to verify my address?

Hockey Alberta and Hockey Canada determine the information that minor hockey associations must collect at the time of registration. Proof of residency documents are used to determine your primary residence. You cannot use a rental house address or a PO Box address during the time of registration.

My son is moving to Cochrane and will be new to Cochrane Minor Hockey. He would like to try out for the AAA Team in Airdrie the U15 level. Can you please lead me through the registration process as to what specifically he must register for. How does he register for the AAA conditioning camp?

All AAA registrations for camps and tryouts is completed through Airdrie Minor Hockey association as that is where the AAA draw zone is for Cochrane residents.

### **I do not live in Cochrane but want my player to register with CMHA. Is this possible?**

Hockey Alberta determines where a player must register based on their primary residence address. If you do not reside within the CMHA boundaries, then you cannot register in Cochrane. The exceptions to this rule are if you are a female registering in a female division and your home association does not have a female program.

CMHA cannot accept players that reside within the Hockey Calgary limits.

All exceptions must apply to Hockey Alberta with a player movement form. Please contact the CMHA registrar, Angela Sellwood to learn more. [registrar@cochraneminorhockey.com](mailto:registrar@cochraneminorhockey.com)

### **What is the process if my son wants to drop down to RHL from REP during the evaluation process.**

Please email the registrar prior to 5 on 5 evaluations commence. If player decides to go to RHL after the commencement of 5 on 5 evaluations please advise prior to final rosters are announced,

### **I am moving to or within the Cochrane area. Where can I find the regional boundaries for CMHA?**

The written boundaries can often be confusing, please email Angela Sellwood ([registrar@cochraneminorhockey.com](mailto:registrar@cochraneminorhockey.com)) with your legal land address and she can help you.

### **Hi, for next season when do you register? And at what age do they start? Thank you.**

Our registration information is posted usually by the second week of May. Please visit the CMHA website to view this information.

### **What division do I register my player in?**

Hockey Alberta determines the participants in each division based on their birth year. Please register your player into the corresponding division with the birth years listed.

### **If my player is a member of Cochrane Minor Hockey and trying out for AA and AAA, am I still required to register for the players division?**

Yes, all players trying out for AA or AAA must still register with their Local Minor Hockey association.

## EQUIPMENT

What equipment does my player need?



Does the association supply goalie equipment?

*All U9 teams are given a set of goalie equipment that the team can use for the season.*

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## GENERAL

My child is new to hockey, and we are concerned they will not be able to keep up or have the required skill to fit in?

*CMHA has programs for athletes of all skill levels. Through our evaluation process and house program, your child will play with similarly skilled athletes. It is generally recommended that they can stand on their skates.*

Can I request that my child be on the same team as their friends?

*Players registered in the travel division cannot request to be on the same team as a friend.*

*Players in non-travel divisions can request to be with a friend but requests are not guaranteed. Priority is given to making teams with parity over requests.*

My player has an activity already scheduled on a specific day. Can I request to be placed on a team that practices on the days that we do not have a commitment already?

*Unfortunately, CMHA cannot accommodate this request.*

I want to get more involved, who do I contact about volunteer opportunities?

*That is great! CMHA is always looking for volunteers, please reach out to your Division Director, or any one of the executive board members.*

## RESPECT IN SPORT (RIS) & CERTIFICATIONS

**Where do I go to get my respect in sport parent course?**

*Respect in Sport for Hockey Canada Parents - Getting Started (respectgroupinc.com)*

**I have taken respect in sport for another sport. Do I have to take it again?**

*Hockey Alberta required that the course be taken every 4 years. If you have taken the course in the past 4 years, please contact the Respect in Sport help desk to have them add your certificate number to your player's profile. 1-866-956-9791*

**How do I see if I have taken the RIS course, or to see when I last took it?**

*Log into your RIS account, if you see the certification there then you have already completed it. Check the completion date as it expires after 4 years.*

**I have taken the RIS course for another one of my players that is already playing in CMHA. Do I have to take the course again?**

*You do not have to retake the course. You do have to add your new player to your existing account. Please log into your respect in sport account and add your new player under the child management section.*

**If I have RIS Parent, do I also need to take the RIS for Activity Leader course if I would like to coach?**

*Yes, the two courses are not the same.*

**Is there a code for me to enter when taking the respect in sport course?**

*No, parents must pay for the RIS parent course. Coaches can submit their receipt along with a mailing address to the CMHA Administrator for reimbursement after the course has been completed.*

*adminsitrator@cochraneminorhockey.com*

**Where can I check to see what coaching courses I have?**

*Please create a Spordle account if you do not already have one. Once you create your account you can view your coaching profile. Spordle My Account*

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## EVALUATIONS & DEVELOPMENT

**What camps do you offer?**

*CMHA offers a development camp starting in late August, running from August 28 – 31st, 2023. These ice sessions will be skating and skilled based along with conditioning prep for evaluations.*

*For all U7/U9 & U11 players they will receive a free Pre-Evaluation camp. This is included in your registration fee, but you must register for this through the Pre-Season Camp and tryout registration form. This camp is scheduled for August 26th and August 27th and consists of 2 sessions each day per player. The U7/U9 Pre-Evaluation Camp is scheduled August 21<sup>st</sup> – 24<sup>th</sup> Only register if your player will be attending.*

### **When do evaluations usually start?**

*Evaluations for the 2023-2024 season will start on September 9th, 2023, and run until all teams are formed. All teams are usually formed prior to Thanksgiving weekend.*

### **My player is a strong skater. Can they move up a division?**

*CMHA has a strict acceleration policy. Please review the acceleration policy that is posted to the CMHA website under CMHA Info > Policies and Procedures*

### **Why do I need to know my position before evaluating?**

*Not all divisions/evaluations are based on a player's position, but once a player starts playing U13, they do need to select a position for evaluations. At this age level, teams are selected with a specific team format and that format is determined by the number of players in each position. Once a player has started evaluations, they cannot change their position.*

### **When does a player start 'contact' hockey?**

*Hockey Alberta states that 'contact' hockey can start at the U15 age level. Within the U15 and above age groups, tiered teams of 4+ are all non-contact.*

### **Hockey Alberta made changes to contact in U18, it states that all teams in tier 4 and lower will not be contact. Where will CMHA's teams play that are affected?**

*All U18 CMHA travel teams will play in CAHL, if that team plays in a tier 4 or lower, then they will be non-contact. If there are too many players to make reasonably sized teams in travel, then a portion of the lower ranked players will be transferred to a team that plays in RHL.*

### **My player is moving up from U15, what is the new U16 team that CMHA is forming?**

*CMHA will be placing a U16 team in CAHL, those that wish to register for the U16 team will select U16 during registration. The U16 team will have their evaluations prior to the U18 evaluations, those that are not chosen for the U16 team will move into the U18 REP evaluation group. If you are slated to register for U18 in CMHA, then you can try-out for this team, however, if you are from an outside association that does not typically register with CMHA, then you will not be permitted to try-out. U16 players are also eligible to try-out for the U16AA/U17AAA team in Airdrie. Please visit their website for more information.*

### **The evaluators must have made a mistake in scoring my child, how do I go about getting this error corrected.**

*The scores given to each player by the evaluators are not open for discussion or revision. The evaluators are watching and scoring all the players against each other in a fair and consistent manner, and once those scores are*

*entered onto the score sheets, and the sheets are signed by the evaluator and turned into the Divisional Coordinator they will not be changed.*

**Everyone who watched my child play including his last coach thinks that he/she deserves to be placed on a higher team will you consider the opinions of others during the review process.**

*Unfortunately, the opinions of past coaches or other parents who witnessed your child play cannot be factored into final team placement. To maintain integrity and fairness to all who have been evaluated the only measurement tool we can use is the scores that have been given by the evaluators.*

**I truly believe that my child has been placed on the wrong team. Can he/she be moved to a higher-level team through an evaluation review?**

*Once teams have been set, player movement is not an option unless there has been a technology related issue with the spreadsheets involved or an error is found in the scoring input into the spreadsheets. In very rare occasions an error is made in the scoring input if this does occur the scores will be properly input and re-calculated. Once the re-calculation has occurred the review committee will review the numbers to determine if a change in team placement is required.*

**There must be something wrong with the evaluation process to have my child placed on the team he/she ended up on. Why did my child not end up on a higher team?**

*All the players are evaluated against other players in their peer group and are scored accordingly. By the time we approach the last skate the players who fall on either side of a team line are being watched closely. There may be 5 to 10 players whose scores are close enough to each other to warrant this procedure. In many cases, there is a minute difference in the scores between these players (sometimes decimal point differences). At the end of the process, a line is drawn at the number of players that are required to be on each team and the teams are announced.*

**I am very upset about where my child was placed can I call someone to discuss the matter in detail.**

*All complaints and concerns will not be addressed until after October 1st. Please do not send complaints or concerns until after this date and the VP of Operations will address them. CMH has a zero-tolerance for abuse or harassment to any of our volunteer board members.*

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## **TEAM ACTIVITIES**

**How many practices/games will we have per week?**

*This depends on what age group and league you play in.*

- *CAHL teams typically have 2 practices: sometimes mornings during the week and 1-2 games per weekend.*
- *U11, U13, U15 and U18 teams that play in RHL, typically have 1 practice per week and 1 game per weekend.*
- *RMFHL teams typically have 2 practices per week and 1-2 games per weekend.*



- U7 teams have 2 shared ice times per weekend and receive 4 development shared sessions throughout the season. Weekend ice time can start as early as 6:45 am.
- U9 teams get 1 shared practice per week and play twice on the weekend although sometimes they may only have 1 ice session once game play begins. They are generally earlier than other teams (for example, 4:45 pm on weekdays and 8:00 AM on weekends)

### What costs beyond registration should I expect during a hockey season?

While costs will vary depending on age and level, common expenses include equipment, tournaments, extra development, and travel. These costs can range from a couple of hundred to upwards of \$2,000. Once teams are formed a Parent meeting will be held and as a group they will decide on the extras for the team. RHL teams usually have up to a \$250 cash call and REP teams could be up to a \$500 cash call.

### I would like to Manage our child's team, but I do not know what is involved or how to do it?

During registration, you can note that you wish to manage. If you have already registered, reach out to the coach director. Every year CMHA hosts a manager meeting that helps managers learn all relevant information needed to manage a hockey team. CMHA also has many forms and processes online so that you can easily access them.

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## ELITE HOCKEY

### What is AA Bow Valley Timberwolves

AA BVTW's is comprised of U11AA, U13AA, U15AA, U18AA. These teams play in the SCAHL league.

### If my player gets cut from AA, are they a lock for the top team in CMHA REP teams?

When a player is released from a try-out for one of the AA teams, they are not lock or guaranteed a spot on the top team within CMHA.

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## FEMALE HOCKEY

### My daughter wants to play, do you offer all-female teams?

CMHA has female hockey players starting in U7. CMHA offers all female registration starting at U7.

### What leagues do your female teams play in?

Female teams play in CMHA's RHL program in U9. U11 and older teams play in Rocky Mountain Female Hockey League (RMFHL).

### Where do your female teams travel to?



*That depends on the age group, U7 female players do not travel. U9 teams will participate in CMHA's RHL program which includes Banff and Canmore teams, but U11 and older will play in RMFHL, please visit their website to see where last season's teams travelled to.*

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## **LEAGUES**

### **What is a 'Travel' team?**

*A travel team will play in one of the following leagues, Rocky Mountain Female Hockey League (RMFHL) or Central Alberta Hockey League (CAHL). These teams will have practices are all in Cochrane, and their games will be in other towns within their tier in the league.*

### **What is 'RHL'?**

*RHL refers to the league that U11, U13, U15 and U18 house teams play in, it is called the Rockies Hockey League.*

### **Where do the travel teams travel to?**

*Depending on which league and tier your player is in will determine where the team travels for away games. Each season the locations change based on where the teams are from in a particular division.*

*To see where teams played last year, please visit the varies league websites:*

*Female- [Rocky Mountain Female Hockey League powered by GOALLINE.ca \(rmfhl.com\)](http://Rocky Mountain Female Hockey League powered by GOALLINE.ca (rmfhl.com))*

*CMHA travel teams- [Central Alberta Hockey League powered by GOALLINE.ca](http://Central Alberta Hockey League powered by GOALLINE.ca)*

*Rocky Hockey league (non-contact)- [Rockies Hockey League: Website by RAMP InterActive](http://Rockies Hockey League: Website by RAMP InterActive)*

### **U13 Tier 1 in CAHL has some changes, what are they?**

*All U13 Tier 1 in CAHL will not be participating in tiering; they will move directly into league play.*

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## **ARENA LOCATIONS**

### **What are the addresses for the Arenas in Cochrane?**

*CA "Cochrane Arena" located at 609 - 4th Avenue N, Cochrane*

*Totem 1-2-3 located at Spray Lake Sawmill Family Sports Centre - 800 Griffin Road, Cochrane, Alberta*

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## **HEALTH & SAFETY**

### **What is the role of the safety coach (SC)?**

***The safety coach is a designated assistant coach that will take Hockey Canada Safety Course. This coach will respond to any injuries on or off the ice. The SC will also be educated in concussions, the Hockey Canada return to play process and the Hockey Canada Injury report form.***

**Does the safety coach have to be on the bench?**

*Yes. The safety coach must be one of the 5 carded coaches on the bench.*

**Can there only be one safety coach per team:**

*Ideally, we would like there to be consistency with only one SC but understand we all have busy schedules and therefore it is ok for a team to have 2 safety coaches. Both assistant coaches accepting the SC role must take the Safety Course.*

**I have the Hockey Canada online safety course; does it expire?**

*The Hockey Canada online safety course is required by Hockey Canada and expires every 3 years.*

**Can I be reimbursed by hockey Canada for any treatments from an injury that occurred?**

*Yes. It is important that a Hockey Canada Injury Report form is completed for all injuries that have a player removed from the ice or off ice event. This form must be submitted to Hockey Alberta within 90 days of injury.*

*NOTE: this is a secondary insurance provider. All personal insurance must be used up before Hockey Canada will reimburse for treatment.*

**What is Headcheck Health?**

*HeadCheck is a concussion management software used in our male and female U15 and U18 programs. It is a concussion management tool. HeadCheck Health is not a concussion diagnosing tool. The tool is used to:*

*Improve the documentation, assessment, and care of concussions.*

*Record and review concussion info anywhere using the mobile app and web dashboard.*

*Create reports designed to improve player safety standards.*

*Facilitate communication related to injuries between the organization's medical personnel, team coaches, athletes, and guardians to ensure they're on the same page.*

*Make sure all data is securely stored and meets the latest health privacy standards (including PIPEDA)*

## COACH MANAGER FAQs

### Why do teams require a travel permit for all tournaments and exhibition games?

*It ensures that our players are covered for insurance purposes at all sanctioned hockey games.*

### Does a player need a doctor's note to return to play after a sports-related absence?

*It is up to the individual coach; however, the guiding principle is to be aware of a player's health and safety first and foremost.*

### Who decides if a game will be canceled due to weather conditions?

*The coaching group and manager must follow the league regulation on this by contacting CMH CAHL or RHL Director. It is always up to a parent whether he/she wants to travel on the roads.*

### What is the Chain of command for concerns?

*Parent-Manager-Coach-Director-Governor. EXERCISE THE 24 HOUR RULE!*

### Who should be in the room when a coach is dealing with a player on a disciplinary concern?

*Coach, player, and another adult carded to the team or parent of the player.*

### Is it mandatory to wear a mouth guard?

*Mouth guards are recommended for all in CMH players.*

### How long in advance can we get a schedule?

*Practice schedules are set at the beginning of the season. League schedules vary depending on re-tiering, however, once that is completed, depending on the league, you will get the first-week short notice, but the remainder of the season should be done in a timely manner. Your patience is appreciated on this.*

### How do I book referees for my home games in Cochrane?

*If you need to book referees for an exhibition game and plan to use an already scheduled practice ice time for your team or an extra game ice time that has been assigned, you must first contact the Operation Coordinator of CMHA [cmhaice@cochraneminorhockey.com](mailto:cmhaice@cochraneminorhockey.com) Please ensure that you have also completed an Exhibition Sanction request and have the Sanction #. The operations Coordinator will then update the schedule and advise the referee assignor.*

### How do I book referees for my home games in Cremona?

*To book referees for Exhibition or League Games in Cremona Please send email to [cmhaice@cochraneminorhockey.com](mailto:cmhaice@cochraneminorhockey.com) Your email must include the team requesting the officials, league & level, home & visiting teams, date, time, duration of ice time, exhibition or league game and venue.*

### We have practice ice booked but we would like to have an exhibition game, how do we change that and update the schedule for our team?

*All practice & game schedules are currently maintained and updated by the operations Coordinator to ensure accuracy and financial management of CMHA Ice expenses. If you want to change or update your scheduled ice time or change your practice to a game all you must do is send an email requesting the changes or updates to [cmhaice@cochraneminorhockey.com](mailto:cmhaice@cochraneminorhockey.com), ensure that you provide all the relevant details of your request, and the operations coordinator will update your schedule accordingly. If you are changing your practice ice to game ice, referees' will be scheduled automatically once the operations Coordinator has updated your schedule on the CMHA website. Exhibition games require a Sanction number so please complete sanction request first and then send the Sanction # along with your request for referees.*

### **If a player or coach has been suspended and the team wants to appeal it, can the player/coach keep playing until the appeal is heard?**

*No. The player is suspended and can not play until the games have been served. If the association chooses to appeal and have followed the correct steps to do so, the appeal will be heard as indicated in the regulations. The player or coach serves until that time.*

### **If a team chooses to enter a tournament, do any teams impacted by that decision have to provide multiple options for rescheduling?**

*No. The teams should make reasonable efforts to work with each other but the team attending the tournament is obliged to make it work.*

### **If a team feels that the official has done a poor job of calling a game, can the game be protested?**

*No. All calls made on ice cannot be protested. However, a complaint against the official made be filed. The outcome of the game will not change, and a protest will not be entertained.*

### **Who is responsible for the conduct of fans at CAHL games?**

*The local association is responsible for this. If visiting fans are a problem and rink attendants cannot address it, police should be called. The CAHL will follow up with the association to ensure that measures have been taken to avoid repeat incidents. If deemed necessary and fans cannot be controlled, the team may be suspended.*

### **Who should game sheets go to for tournament games? Are they to go to the Governor?**

*If there are any Game Misconduct penalties, the Governor should be made of the situation. However, the actual suspension decision should be handed down by the appropriate Hockey Alberta Zone Discipline Coordinator. Until the suspension notification has been sent, any player or coach cannot be involved in any games, league or otherwise.*

### **How late can we decide to change the tier a team is in?**

*Tiers are set at the tiering meeting which is held after the four weeks of tiering round games. Governors make the recommendation as to where the teams belong and unless there is other information provided by the association director, the teams are set.*

### **If a player gets a major penalty, are they allowed to come back into the game?**

*No. All major penalties come with an automatic Game Misconduct. That means the player is out of the game and someone else must serve the 5 minutes. If that penalty occurs in the last 10 minutes of the game, the player will also be out of the next game at a minimum. Additional suspensions may be assessed depending on the nature of the penalty.*

### **What happens if a suspended player or coach is in a game while suspended?**

*The Head Coach is guilty of having an ineligible player or coach included and is subject to additional, lengthy suspensions by Hockey Alberta.*

### **Can a player serve a suspension in an exhibition game?**

*No. The player must serve the suspension in sanctioned games including tournaments, league play, and provincial playoffs. A player cannot play or serve a suspension in an exhibition game.*

### **If a player gets a major penalty (5 minutes) in a tournament game, do we need to inform the Governor?**

*Yes. A Game Misconduct will also have been assessed. If a suspension is assessed, it will have been determined by the appropriate Hockey Alberta Zone Discipline Coordinator and the Manager of the team must ensure the Governor*

is aware. Failure to do this could result in a player playing while suspended and the Head Coach being guilty of playing an ineligible player.

### How many coaches\team officials are allowed on the bench?

The team is allowed to have up to 5 including Trainer if all are listed on the Hockey Canada Registry and on the CAHL roster for the team. Registration as part of another team does not make a coach eligible to be on the bench with another team even with the same association. There are also training requirements for coaches which must be respected so be sure to meet those as well.

### Can an injured player be on the bench for games?

A player may ONLY be on the bench if they are in full uniform. The player must be in full gear including skates or must be removed on the bench. The belief that a player may be present if they have a helmet on is incorrect. This player must be accounted for on the roster as present but injured.

### If a coach or player is suspended for actions in a game, can the games be served by sitting out games with another team?

No. Even if the coach or player is registered with another team, the games must be served by sitting out games with the team on which the suspension resulted. As an example, a coach who is an Assistant on a U13 Tier 2 team and Head Coach of a U15 Tier 4 team and behaves in such a manner in a U13 game that he is suspended for 3 games. Those three games must be served by missing 3 U13 Tier 2 team games. The coach may not be on the bench with the U15 team either until the game have been served with the U13 team. The same applies to players. Suspension games must be served where they were earned.

### What does "bench staff" mean?

Bench staff are the team's head coach, assistant coaches, goalie coaches, trainers. All bench staff must be registered to your team, and all must have Respect in Sport Activity Leader Course. Respect In Sport Activity leader must be completed before bench staff step on the ice for practices and games. The Parent Respect in Sport does not replace or can be used in place of the Respect in Sport Activity Leader. The head coach must have the required coach courses for their level. You can find out which courses are required on the Hockey Alberta website under Coaches - Coach Education - Requirements. Head Coach required Courses need to be completed by mid November 2020. Also, each team must have one member of their bench staff that has a current Hockey Canada Safety Course. It is up to the head coach to ensure that one of their bench staff has the course or take the course themselves. All bench staff need to provide CMHA with a current Vulnerable Sector Police Check. Instructions for Criminal Record Checks can be found under the Coaches tab on our website.

### I have just showed up for my teams practice and only two coaches will be available today, can one of our parents who have their skates help on the ice, as an on-ice helper?

No. Only registered CMHA coaches can help at practice. If a parent has their skates and they are registered to another CMHA hockey team, then they can assist on your practice.

### I have two children in CMHA, and I am part of the bench staff for one of my children's teams, can my other son come on the ice for my teams practice?

No. Only players listed on your team roster can go to your practice. We do have a Junior Coach program and siblings or other CMHA registered players can become Jr Coaches. Jr Coaches must be 2 divisions above your team to help with your practices. Jr Coaches cannot go on your bench for games. If your team would like to have a Jr Coach, please email the office staff to ask for details.

### My team is short players for our exhibition game, tournament, or league game, can I just borrow a player from another team or bring a sibling of one of our players to play in our game?

No. Only players listed on your roster can play in your teams' games. This would include properly registered affiliate players. (Exception will be in U7 & U9: teams may email the Intro to Hockey Director to ask if they can invite a

player(s) from another U7 or U9 team to play in their exhibition, tournament, or league game. The player(s) must be approved by the Intro to Hockey Director in advance of the game. U7's cannot be asked to play with the U9 division.

### What is an affiliate player?

Affiliate players are players that are chosen according to our affiliation policy to be placed on your roster. The Affiliation Policy can be viewed on our website. Affiliate players are used to fill spots on your team for games or practices when you have sick or injured players and, in some cases, suspended players. (CAHL does not allow teams to use affiliates in place of suspended players) You may not play an affiliate player until the office staff confirms that the player(s) have been registered to your team.

### I took a few coach courses, and they were expensive does CMHA reimburse me for these courses?

Yes, CMHA will reimburse all coaches who are carded to CMH teams. Please go to the Coach tab on our website to view reimbursement instructions.

### How can I find out about the rules for the league that I coach in?

Leagues post their rules and regulations on their website. It is a good idea to read through these rules and regulations prior to the season start. Also, print the rules and regulations so that you have them handy during games. It is also a good idea to read the Hockey Alberta rules and regulations. You should also read through CMHA Policies and Procedures. Of course, ignorance is never an excuse when something goes wrong. It is up to you as the team coach or bench staff member to know all the rules.

### One of the players or bench staff is suspended can they come to practice?

Yes, suspensions are only for games. When a player or bench staff is suspended in league for example and the next game your team plays are an exhibition game, your player cannot play in the exhibition game. Suspensions can only be served in league or sanctioned tournament games.

### My team is Tier 3, and we want to play an exhibition game with Tier 2 can we do that?

No CMHA does not allow our Tiered teams to play each other. CMHA also does not allow our city league divisions to play teams in the higher or lower division unless approved by the Division Director. (Example: Red teams cannot play blue teams) If your Tier 3 wants to play a Tier 2 team from another association you can do that.

### My team has been invited to play an HSL or non sanctioned team, can we do that?

No, minor hockey teams registered with Hockey Alberta can only play in sanctioned exhibition games and tournaments.

### What is a travel permit?

Travel permits are required to play any games (tournament or exhibition) outside of Cochrane that are not your regular league games. (League playoff games or provincial tournament games do not require a permit) Your manager can apply for a travel permit. You need to apply for a permit approximately one week before your game or tournament. Travel Permit forms can be found under the Managers Tab, Manager Start-up. If you forget to get a permit, you can email [registrar@cochraneminorhockey.com](mailto:registrar@cochraneminorhockey.com) and get advice on how to proceed.

### What is an exhibition game permit?

Your team needs to apply for an exhibition game permit when you are the home team for an exhibition game. If you have booked ice outside of Cochrane, (Cremona, Edge, Morley for example) the home exhibition game will serve as your exhibition game permit and your travel permit, you do not have to apply for both. It is your responsibility to ensure your team manager knows travel and exhibition permits are required.

### Our team wants to attend a tournament outside of Canada, is this allowed?



*Yes, your team can attend a tournament outside of Canada if it is sanctioned by the Country's governing body. You will need to provide this sanction number when you apply for a travel permit. Also, make sure your team has the required documentation to cross borders. It is normal to have to provide special documentation at the border if only one parent is taking a player. The other parent must sign a form and the form needs to be notarized and accompany the traveling parent and player.*

### **I want my team to go to a tournament, but they said it is too expensive, can I just enter them and insist we go?**

*All teams meet at the beginning of the season to decide on the number of tournaments, maximum distance away from Cochrane they would like to go, extra activities such as dryland, team functions etc. Teams must vote on items that will cost families extra money. It is also usually decided at the team meeting what percentage of voters need to agree for a function to be approved. (Example would be that the team decides that at least 12 of the 17 families must vote yes so there will be enough players to play in the games)*

### **Our team did fundraise, and we have a lot of spare funds, and the season is ending soon, can we buy the players expensive gifts like sticks etc.?**

*Please make sure to review the AGLC rules regarding how team fundraising funds can be spent.*

### **A parent on our team was displaying very poor behaviour at one of our games, how can I deal with this?**

*You should report any inappropriate behavior of parents, players etc. to your division director. It is key to report any incident in a timely manner, so the behavior is documented. If you feel that you can deal with the behavior with a simple discussion to the family, you can do so but wait 24 hours before speaking to the family so that both parties have had time to review their behavior.*

### **After my practice I have (coaches) an event to attend, can I shower in the dressing room with the players?**

*No, it would not be appropriate to shower with or in the same room as the players.*

### **Who is responsible for the dressing room cleanliness?**

*The head coach should be the last person to walk through the dressing room and ensure that the dressing room clean and nothing is broken or destroyed in any way. This would be for home and away games. If you must leave and cannot do the walk through, then please assign an Assistant Coach to take on this responsibility. It is a good practice to address dressing room expectations with your players. Players should have the utmost respect for facilities in our home arena and dressing rooms in visiting arenas. Teams that leave dressing rooms untidy or have caused destruction of property will be liable for fines or fees that are sent to CMHA.*

### **Are U7 and U9 coaches required to bring skates to the game sessions?**

*Yes, please always have your skates available for all team sessions. There may be times when coaches are needed to wear skates to help to place bumper pads and remove bumper pads for games.*

### **Our team is at our game and the refs have not shown up, can I call a referee that I know?**

*No. Only referees assigned by the Cochrane Referee association can ref league, exhibition, or tournament games. There is a hockey Alberta rule that if no refs show up and both teams agree, the team captain each team can ref the game, but please review the Hockey Alberta rules to ensure this rule is valid.*

### **What if a team member can't make a cash call?**

*Cash calls are exclusively team business. CMH fees cover all league games and socks. Cash calls are really designed to support all the extras, therefore if cash call is not paid a player may not be eligible to participate in the 'extras' - this of course is difficult to navigate so working with families on a cash call payment plan may help avoid difficult decisions.*



## Should I be in the dressing room assisting my player?

*It is appropriate to assist your player and there is really no policy, coaches' discretion but around U13 players should be able to dress themselves and with team staff support get skates tight.*

## What is does carded mean?

*Carded is a term we mean when you are officially registered with Hockey Canada/Alberta and receive your HCR (Hockey Canada Register number). There is an HCR # for each player, staff member and one is also assigned to the team.*

## What are the coach requirements?

<https://www.hockeyalberta.ca/coaches/clinic-information>

## How do I enter my game sheet in RAMP?

*Log in to RAMP and scroll down to the tutorials page, you can follow along as they go through the entire process.*

## Where do I find my sanction number for the score sheet?

*If you require a sanction number for a league game sheet these are the game numbers listed on the schedule of the game. If you require a sanction number for a tournament or exhibition game, you are traveling to these should be provided to you by the host team. If you are looking for a sanction number of an exhibition game, you have sanctioned this is provided to you once the sanction is approved.*

## VOLUNTEER BOND FAQ'S

### WHY?

*To encourage all Association members to become actively involved in the operation of and the overall success of the Association. Over the past years we have received many emails indicating teams were struggling to fill the game day volunteer positions and all other minor sports require parents to volunteer or pay a bond.*

### HOW MUCH IS THE BOND?

*\$500 for the first child registered with Cochrane Minor Hockey, this will be added if volunteer obligations have not been met. The bond is set high as we want everyone to volunteer in some capacity.*

### HOW MANY POINTS DO I NEED TO VOLUNTEER?

*A maximum of 100 Points per family, 20 points per registered player.*

### WHAT IF I DON'T WANT TO VOLUNTEER OR I AM TOO BUSY?

*Do not check the box marked I want to volunteer. The \$500 bond will be added to your registration and must be paid on the date of registration.*

### WHO TRACKS MY HOURS?

*Managers will track your hours, but it is your responsibility to meet the volunteer Bond Program Commitment and ensure that you have fulfilled your obligation.*

### WHAT IF I SIGNED UP FOR POSITIONS BUT WAS NOT ABLE TO FULFILL MY DUTIES?

*Your manager will report this to the CMH Administrator, and you will be invoiced for a \$500 Volunteer Bond*

### WHERE DOES THE MONEY GO?

*Money collected from the volunteer bond is allocated to our Financial Assistance Program. The funds do not go back to the team.*

### **WHAT IF I SIGNED UP TO VOLUNTEER AND I AM NEVER NEEDED?**

*This would be very unlikely as on average each team has 12 home games plus exhibition home games, they host so just with assisting with that volunteer job everyone should be utilized. You can always partner to help on other volunteer jobs as well. We will only be charging the Bond if notified by the Manager that members were needed and did not volunteer.*

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